

**MEETING MINUTES OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
MEETING HELD MAY 7, 2020**

A public meeting of the Arizona Geographic Information Council was convened at 10:03 AM as a Phone in (1-415-655-0003) and Virtual Webex Meeting (azgov.webex.com, meeting number 284 456 167, password YhbQGr38). Present at the meeting were the following members or designees of the Arizona Geographic Information Council:

AGIC Officers

Name	Agency/Company	In Attendance
Steve Whitney, Chair	Pima County ITD GIS	Yes, Virtual
Shea Lemar, Vice Chair	AZ State University	Yes, Virtual
Gene Trobia, Past Chair	AZ State University	Yes, Virtual
Lucas Murray, Treasurer	AZ Dept of Economic Security	Yes, Virtual
Phillip Leveille, Secretary	MIL Geospatial	Yes, Virtual

AGIC Board Members

Name	Agency/Company	In Attendance
Jack Avis	Pima County	Yes, Virtual
Christian Black	US Air Force	Yes, Virtual
Kevin Blake	Yavapai County	Yes, Virtual
Glen Buettner	AZ Dept of Water Resources	Yes, Virtual
Mark Christiano	US Forest Service	Yes, Virtual
Jay Corum	US Bureau of Reclamation	No, w/out notice
Debby Crouse	AZ Dept of Environmental Quality	Yes, Virtual
Michael Dennis	NOAA - National Geodetic Survey	Yes, Virtual
Nicole Eiden	AZ Dept of Health Services	Yes, Virtual
Kris Estes	City of Buckeye	Yes, Virtual
Eric Feldman	Maricopa County	Yes, Virtual
Mike Hilstrom	AZ Dept of Water Resources	Yes, Virtual
Jason Howard	Maricopa Association of Governments	Yes, Virtual
Wesley Kortuem	AZ Dept of Health Services	Yes, Virtual
Keith Larson	USDA Natural Resource Conservation Service	Yes, Virtual
Jenna Leveille	Arizona State Land Department	Yes, Virtual
Christopher Lukinbeal	University of Arizona	Yes, Virtual
Ryan McClain	AZ Dept of Public Safety	Yes, Virtual
James Meyer	AZ Dept of Transportation	Yes, Virtual
Phil Ponce	Engineering Mapping Solutions	Yes, Virtual
Dana Robinson	US Bureau of Land Management	No, w/out notice
Eric Shreve	AZ Department of Emergency & Military Affairs	Yes, Virtual
Susan Smith	AZ Dept of Forestry & Fire Management	Yes, Virtual
Leslie Stovall	Gila River Indian Community	Yes, Virtual

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Public at Large

Name	Agency/Company	In Attendance
Ryan Johnson	AZ State Land Department	Yes
Mike Walck	ESRI	Yes
Chuck Powell	Westland Resources	Yes
Howard Ward	Terrasystems Southwest	Yes
Cheryl Thurman	Terrasystems Southwest	Yes
Sandy Dyre	Datamark	Yes
Brian Bond	Yavapai County	Yes
Brian Fisher	AZ Geodetic Coordinator	Yes
Patrick Whiteford	AZ Dept of Transportation	Yes
Drew Decker	USGS	Yes
Sage Donaldson	AZ Dept of Transportation	Yes

I. Call to Order (AGIC Chair):

Meeting was called to order at 10:03 the list of attending members was reviewed to ensure a quorum was established.

II. Approval of Minutes (AGIC Chair):

A motion to approve the January 2020 minutes was made by Kevin Blake and seconded by Jenna Leveille. There was one point of discussion: The Meeting Minutes title is being changed to Meeting Minutes instead of Meeting Notice. A vote was held, and the motion passed unanimously with no abstentions.

III. Budget Update (AGIC Treasurer):

Lucas Murray, AGIC Treasurer, reviewed the budget (see addendum to minutes for copy of updated budget).

A motion to approve the updated budget was made by Lucas Murray and seconded by Jenna Leveille. There was one point of discussion: Shea Lemar questioned two charges of approximately \$500. Both were determined legitimate. A vote was held, and the motion passed unanimously with no abstentions.

IV. AGIC Education and Training Symposium Status (AGIC Chair):

Steve Whitney reported that conference committee recommended to hold a virtual conference instead of an in-person event and that no contract was signed.

A motion to cancel the in-person conference and hold a virtual conference instead was made by Jack Avis and seconded by Gene Trobia.

Discussion points shared by Steve Whitney:

- a. Considerations in deciding to cancel the conference: Attendance

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issues with Covid-19 for attendees and sponsors; what, if any, are the liabilities if someone gets sick? Agencies, like Pima County have cancelled all travel; they are considering furloughs and hiring freezes are being put in place. The state of the economy will impact everything.

- b. Considerations in deciding to not sign a contract: If contract was entered, it could be cancelled without recourse with the addition of new language, "Should the group be forced to cancel this event due to the COVID-19 virus, cancellation fees will be waived, and AGIC/Conference & Meeting Planning Services as its agent will be released from this contract." Would all the work that is put in to planning the conference be worth it if we end up signing the contract and then cancelling? The result of the committee discussion was that it did not make sense to spend time and resources to eventually cancel, therefore not entering the contract is prudent.

Ryan McClain inquired about any costs associated with holding a virtual conference, and would attendance fees be charged? Steve Whitney stated that no expenses were known or discussed in the committee. Jenna added that sponsors have stepped up, offering virtual platforms and more, with the possibility to offer multiple sessions concurrently with no known expenses. A question was raised about compensation for the Keynote? Jenna reported that there are no known Keynote costs, and believes Jack is still available for a virtual presence. Chris Estes inquired about conference length. Steve reported committee discussions included sessions broken up into smaller pieces, maybe even spread across two weeks with half days or other options. Steve added that following a decision, the Conference Committee would shift focus into planning and logistics. Jim Meyer inquired about any financial risk associated to not having the in-person conference, in terms of revenue flow. Steve responded that while there would be no revenue, there would also be a lack of expenses. Steve mentioned the positive feedback from vendors and the possibility to charge for holding webinars or some form of that concept but expected a neutral year financially. Phil Ponce inquired if there was any dissent within the committee discussion prior to the recommendation to cancel. Steve reported that there were no opposing positions, but discussions involved speculation about when the pandemic might be over and considered trying to still do in-person this year, but not in August. They were looking at October, but the discussion still involved questioning the status then anyway. Shea re-iterated that budgets are slashed, travel has been removed, and conferences made unavailable. Mark Christiano added that all federal employee travel has been canceled. Phil Ponce inquired about the possibility of pushing the decision off further or pushing to move forward with the conference. Steve shared that he initially took that position and considered the revenues involved, but the science and statistics logically point to a direction that the pandemic curves are not going down and putting

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off the decision puts the efforts of planning in jeopardy, especially on a tight timeline; therefore instead of a risk, it would be better taking precaution and coming back stronger in the future. Brian Bond shared that he supports virtual conference and has attended multiple virtual conferences recently reporting a great experience. A vote was held, and the motion passed unanimously with no abstentions.

V. AGIC Leadership Workshop Report & Next Step Discussion:

Steve Whitney reviewed that goals that were established and the focus is on the top two goals:

- a. How do we market AZGeo to leadership as a “one stop shop?”
Highlights included:
 - i. Get buy-in from local governments to reference or post their data, as a show of support and commitment to Information Exchange.
 - ii. Non-participating State agencies get educated by participating State agencies on the benefits, as part of the overall outreach plan.
 - iii. It is flexible, and allows for multi-use as -
 - iv. A reference to locally hosted Web Services.
 - v. A data hosting and Web Service publishing platform.
 - vi. A platform for contributing component datasets that get aggregated into state-wide datasets (e.g. the semiannual update of the state-side 911 layers, which also contribute to AZDOT's ARNOLD dataset).
 - vii. An initiative platform for constituent collaboration or soliciting feedback.
 - viii. A platform for local editing of state-wide layers.
- b. How do we provide new networking opportunities that support professional development? Highlights included:
 - i. Promote existing local user group meetings and activities.
 - ii. Look for opportunities to provide access to non-local users, e.g. communities with a relatively small number of geospatial professionals.
 - iii. Invite to meetings and activities
 - iv. Provide virtual access to meetings and activities
 - v. Start new group
 - vi. Continue to provide training opportunities, outside of the annual conference.
 - vii. Take advantage of sponsored offerings, e.g. Esri's GIS Leadership Workshop back in January.
 - viii. Develop professional development offerings, from the AZ perspective, e.g. tap into AZ leaders for content. (more covered under Professional Development Update)
 - ix. Utilize virtual participation.

Jenna added that we are actively working the objectives and held a couple of virtual events recently with great attendance; for example, yesterday over 100 people participated in a virtual workshop we coordinated with ESRI, and 911 last week with over 50 attendees.

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VI. NSGIC Midyear Meeting Debrief

Jenna Leveille reported about a Joint Statement by NSGIC on the Value of GIS in the Pandemic, and the statement was sent to the council for review. The council can decide if we want to sign on; it is a statement to the public. Seven other organizations have joined on to the statement including MAGIC, URISSA, and other state GIS councils. Jenna recommended that if the council agrees, we should also sign on to the statement. James Meyer, Jenna Leveille and Steve Whitney discussed and confirmed the council has an opportunity to review the letter before voting. A motion for AGIC to endorse and sign on to the Joint Statement by NSGIC on the Value of GIS in the Pandemic was made by Gene Trobia. Wesley Kortuem, from the ADHS reported that from their perspective, GIS is a great tool, but must state that for data sharing, any data sharing or agreements from their GIS program need to go through the health emergency operations center first. Michael Dennis seconded the Motion to endorse and sign on to the Joint Statement by NSGIC on the Value of GIS in the Pandemic. There was no further discussion; A vote was held, and the motion passed with two abstentions.

VII. NSGIC Midyear Meeting Debrief (AGIC Chair & Vice-chair):

- a. Steve Whitney highlighted:
 - i. State Caucus - Take advantage of existing Information Exchange networks, at all levels, e.g. user groups, councils, professional orgs, listservs, etc.
 - ii. Information Exchange with traffic data companies, e.g. TomTom, Waze, Mapbox, etc. How can we best provide street network updates? How can we leverage their data in return? Like Turn lanes/restrictions (barriers).
 - iii. Geo-enabled elections - Consider developing a state-wide voter precinct layer
 - iv. Geospatial Maturity Assessment -The targets are moving as we try and grade ourselves.
- b. Shea Lemar shared that the value of meeting and sharing with people using GIS in all different states, at all different levels, provides an amazing resource for what works and what doesn't. Lemar added that she was amazed at the benefits of just from being a part of the organization. AGIC officers need to continue to participate and bring in the next round of officers.
- c. Jenna Leveille reported regarding Differential Privacy that NSGIC is moving to issue statement. Potential impacts were requested from this council to be sent to Jenna, and if others have impacts from differential privacy, please send. Leveille shared that due to the feedback that Census received, they did revise their algorithm, slightly. It does appear to be less terrible and asked for feedback from other states regarding the changes. Jason Howard reported

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that MAG has not looked at the updates yet. Jenna shared that the state demographer did put out statement that can be shared if anyone is interested. NSGIC is drafting a statement and is planning to put something together by month end.

- d. Gene Trobia reported about the NAD stakeholder workshop: Well attended, highlighted the importance of NAD and how NSGIC should advocate for a sustainable NAD. They discussed advocacy and strategic planning and in further meetings the focus group met, identified goals, tasks, priorities, and roles. James Meyer added that there was discussion about identifying a lead agency to promote and support NAD nationally. The general consensus was that USDOT under NHTSA should be the lead but acknowledged some pushback from Census. James also shared that the group discussed a lot of use cases, and discussed leveraging existing programs, like broadband.

VIII. **AGIC Professional Development Update (AGIC Chair):**

Steve Whitney requested the item tabled until next meeting.

IX. **AGIC Committee Reports (AGIC Vice-chair):**

The Council heard oral reports from committee and working group chairpersons.

a. **AZGeo Work Group**

i. General Update:

Ryan Johnson reported about the migration status with the end of June remaining as the target date. Data is being migrated, groups set up and cloud servers being established. He reported about the AZGeo COVID-19 Dashboard, an Initiative on ArcGIS hub platform and a great example of the initiative capabilities on AZGeo. Ryan also shared that the funding ISA for ADOA State 911 Office is done with two more in process with DFF and ADOT.

- ii. Ryan also reported that there was an action item from the last council meeting regarding the ASPRS Standards. A motion that AGIC use the ASPRS Spatial Data Accuracy Standards as a guideline if anyone asks AGIC for their recommendation on standards was made by Shea Lemar and seconded by Steve Whitney. Jack Avis commented that the term guidelines is important because it gives other agencies, departments, and groups may be able to use those to develop proposals and meet the overall goals and objectives for data. Michael Dennis questioned why the term guideline needed to be used instead of standards. Shea injected that people ask AGIC for recommendations

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and instead of creating something, it was best to point them to these standards. Dennis reiterated that the word guidelines is misleading. Shea requested that Michael amend the motion. Motion amended to: AGIC to recommend the ASPRS Spatial Data Accuracy Standards. Further discussion resulted in a final amendment to the motion which now reads: AGIC recommends the use of the most current ASPRS Spatial Data Accuracy Standards. A vote was held, and the motion passed unanimously with no abstentions.

b. Administration and Legal Committee

- i. Jenna Leveille reported about AGIC Council Roster Updates including that approximately one third of the council will have an opportunity for renewal, which would be sent to Boards and Commissions; the council has no changes since the last meeting, and the council is still down members.
- ii. Shea Lemar reported that the NSGIC Roster was very out of date and the Administration and Legal (A&L) Committee recommends that Jenna update the member roster to include All AGIC Council Members, AGIC Council Officers, AGIC Committee / Workgroup Chairs and Secretaries. A motion to update the NSGIC roster for Arizona as proposed by the A&L Committee (to include All AGIC Council Members, AGIC Council Officers, AGIC Committee / Workgroup Chairs and Secretaries.) was made by Steve Whitney and seconded by Gene Trobia. Jenna pointed out the wide variety involvement including contractors, committee members, past or current council members, and the definition provides framework to move forward with roster inclusions, and that participation allows for virtual training and other resources through NSGIC. Howard Ward mentioned the distinction between co-chair and chair designations. Shea modified the motion to read: Motion to update the NSGIC roster for Arizona to include All AGIC Council Members, AGIC Council Officers, AGIC Committee / Workgroup Chairs and Co-Chairs, and Secretaries.) A vote was held, and the motion passed unanimously with no abstentions.
- iii. Eric Feldman reported that the A&L committee reviewed and provided feedback to the Outreach Committee membership concepts and that updates to the AGIC Membership Handbook were underway by the Members Manual for AGIC Update Workgroup. Updates to the website have also been implemented.

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c. Data Committee

i. General Update

1. Howard Ward reported no updates were received from ADOA on the DPS Map, currently waiting for them to set a date. All services are being migrated to AZGeo
2. Keith Larson reported on NAIP that some data is in and available for download, and while .tiffs are in, they have not been able to share yet due to Covid-19.
3. Drew Decker explained updates on the 3DEP LiDAR status map (see addendum to minutes for map copy).

ii. AZGeo Data Management Plan WG

Jenna Leveille reported on the AZGeo Metadata Requirements & Guidance, shared that the information is available on the AZGeo site at: (<https://azgeo-metadata-site-agic.hub.arcgis.com>), and explained that Authoritative Data tagging identifies the Agency as the authoritative data source. Jenna reported that the group is taking a deep dive into permissions and AZGeo Roles, for example, AZGeo partner was removed and was not user permission related.

iii. UAS Work Group

Chuck Powell reported that the Fly-In is being rescheduled virtually sometime in the fall, around the virtual symposium. Chuck shared that webpage reboot was in process with a subgroup established for this purpose. Chuck also reported that the work group discussed Symposium tracts with panel discussions and are letting people know to prepare papers.

iv. Lidar Work Group

Mark Christiano reported that the work group is focused on planning a virtual meeting for the AGIC community with a spring event focused on LiDAR acquisition and a fall event around the symposium. Mark reported that the Education Team is working on web update using the HUB platform and plan to provide self-guided training. There is a tentative virtual event schedule June 2.

v. SPCS2022 Work Group

Brian Fisher reported about the layered approach to map distortion limits within specific parameters and the approach to design zones appropriate for regional and local needs. Brian explained that private and state land would be

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prioritized along with focus on areas with existing development. (see addendum to minutes for sample map copies).

vi. Natural Resources Work Group

Glen Buettner reported about the Hydrographic Data workshop has been rescheduled as a virtual workshop on May 13 at 10:30.

vii. Cadastral Work Group

Jack Avis reported that the work group discussed availability of PLSS and Parcel Cadastral layers in the state including concepts for a questionnaire designed to develop an inventory of available data. Jack explained that a subgroup was formed to develop the questionnaire. Jenna Leveille added that it will be a web based form and sent out a targeted email audience.

d. 911 Committee

Brian Bond reported that the committee has a new co-chair, Karen Ziegler from the AZ Office of Grants and Federal Resources, representing the State 911 Program office. Brian shared about the upcoming semi-annual GIS data request, the committee's desire to integrate more non GIS system administrators, and working on education supporting migration to Next Generation.

e. Conference Committee

Steve Whitney reported about the committee's thoughts and ideas for a virtual conference including logistics and scheduling, agenda items, sponsorship, presentation formats and networking opportunities.

f. Outreach Committee

i. General Update:

Patrick Whiteford reported about great progress on the AGIC Logo and conference banner, and about social media, including researching a social media manager software solution. He also reported on going utilization of the AGIC-L Newsletter.

ii. Patrick shared that per the council's request, the committee worked on AGIC Participation levels. The result included: Friend of AGIC, Committee Member, AGIC Leadership, and Council Member. Additionally, two membership levels for AGIC Honors would recognize and AGIC Lifetime Achievement Award and an award for

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Outstanding/Significant Contribution to Arizona GIS.
Jenna added the Outreach Committee utilized collaboration with the Admin & Legal committee to draft the participation levels. A motion to approve the AGIC Participation Levels as defined by the Outreach Committee was made by Patrick Whiteford and seconded by Cheryl Thurman. Shea Lemar added that more information was available in the email from Jenna and that people have been asking for this action for a long time and it fills a need. Jenna Leveille shared that the committee focused on the definition of the categories, but not on the “how” to implement or recognize the participants. A discussion took place about implementation and the recommended level names, resulting in the determination that further action would be required by the Outreach Committee to establish next steps. The motion was modified to read: Motion for the Council to approve AGIC Participation Levels as defined by the Outreach Committee and send the agenda item back to Outreach to develop next steps. A vote was held, and the motion passed unanimously with no abstentions.

X. **Comments and requests for discussion items or topics for future meetings:**

Steve Whitney called for requests for discussion items or topics for future meetings. None were spoken, but one item was submitted through the meeting chat to add: next steps for the leadership retreat goals as a topic.

XI. **Call to the Public:**

Steve Whitney made a call to the public and announced the next Council Meeting as August 6, 2020.

XII. **Adjourn:**

Steve Whitney adjourned the meeting at 11:57am.